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TOP SECRET

20 August 1984

Weekly ReportDirectorate of Administration

- The Office of General Counsel has reaffirmed that secrecy clauses are to remain in all personal services contracts, and the Office of Security has indicated that secrecy agreements will now be necessary for both classified and unclassified contracts. The question arose when several Directorate of Science and Technology and Directorate of Intelligence components requested that the secrecy clause be deleted for independent contractors working on unclassified studies.
- 25X1 — [] Deputy Chief, Research Staff, FBIS Analysis Group, has been selected by the Office of Personnel Management (OPM) to represent the CIA in the "Women's Executive Leadership Program." She was one of 60 women selected from the 220 candidates nominated for the program by 54 Government agencies. The "Women's Executive Leadership Program" is a newly-established program initiated by OPM as an effort to encourage Federal departments and agencies to prepare talented women employees in grades GS-09/11 for managerial positions at an earlier stage in their careers.
- Hyman construction managers have informed the Agency that the temporary parking lot behind the Printing Plant will be ready for Agency occupancy in mid-September. Relocation of employee vehicles from West Lot to the temporary lot will allow work on the parking deck to begin.

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Directorate of Science and Technology

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Directorate of Intelligence

- ACIS completed a paper for the NSC on Soviet perspectives on the Vienna ASAT talks.
- NESA prepared a typescript on the Succession to Khomeini: Implications for Iranian Policy.

— [Redacted]

— [Redacted]

National Intelligence Council

— [Redacted]

- NIO/S&T (Julian Nall) has arranged for General Andrew Goodpastor, President of the Institute for Defense Analysis, to visit CIA on 28 August for discussions with OSWR. > ✓

[Redacted]

Office of General Counsel - See tab.

Office of Inspector General - See tab.

Office of Comptroller

— [Redacted]

— [Redacted]

Office of Legislative Liaison - See tab.

Public Affairs Office - See tab.

Upcoming Calendar

DCI out of town - 18 - 25 August.

23 August - Meeting with Assistant to the President for National Security Affairs
(Acting DCI)

24 August - Breakfast with Secretary of Defense (Acting DCI)
- Lunch with Secretary of State (Acting DCI)

S E C R E T

DDA 84-0046/32
17 August 1984

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 17 August 1984

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

a. The Office of General Counsel has reaffirmed that secrecy clauses are to remain in all personal services contracts, and the Office of Security has indicated that secrecy agreements will now be necessary for both classified and unclassified contracts. The question arose when certain Directorate of Science and Technology and Directorate of Intelligence components requested that the secrecy clause be deleted for independent contractors working on unclassified studies.

b. The Deputy Chief, Research Staff, FBIS Analysis Group, has been selected by the Office of Personnel Management (OPM) to represent the CIA in the "Women's Executive Leadership Program." She was one of 60 women selected from the 220 candidates nominated for the program by 54 government agencies. The "Women's Executive Leadership Program" is a newly-established program initiated by OPM as an effort to encourage Federal departments and agencies to prepare talented women employees in grades GS-09/11 for managerial positions at an earlier stage in their careers.

c. Hyman construction managers have informed the Agency that the temporary parking lot behind the Printing Plant will be ready for Agency occupancy in mid-September. Relocation of employee vehicles from West lot to the temporary lot will allow work on the parking deck to begin.

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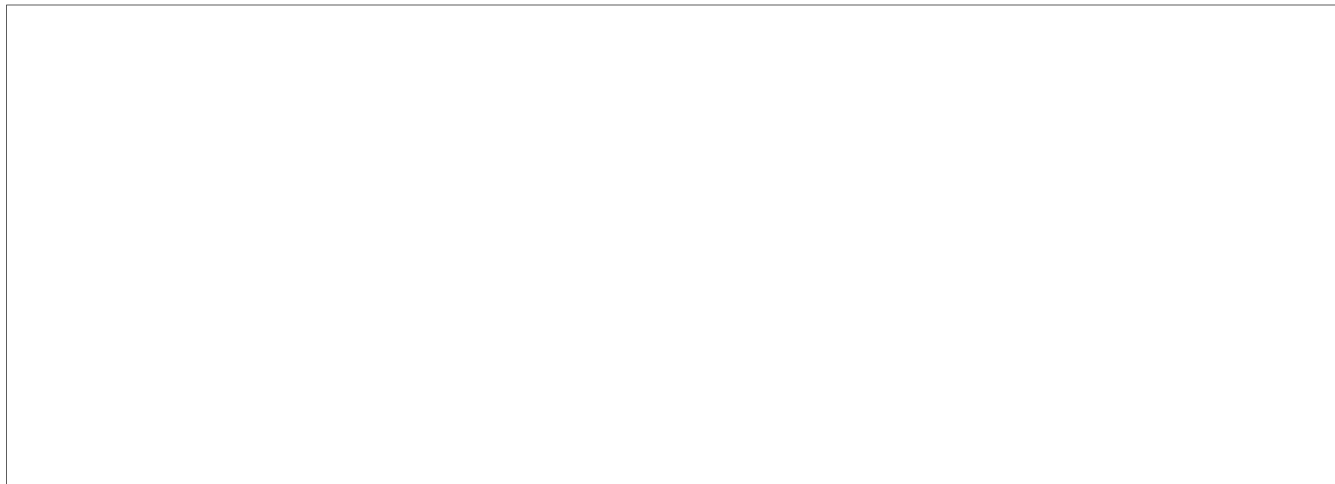
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f. The Office of Security is currently investigating several significant leaks to the media; the Director of Security and Chairman, SECOM, met with the Executive Director on the leak issue.

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h. On 10 August, two senior office managers from the Office of Security met with the Executive Director of the President's Foreign Intelligence Advisory Board, Garry Schmitt, and his staff to brief them on security clearance criteria for Agency applicants. Discussion during the briefing focused on the Agency's CT Program.

i. On 13 August, a representative from the Office of Medical Services spoke to members of the Department of State's FSI Coping With Violence Abroad Seminar on "Hostage Survival."

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j. The Seminar on Revolution in Latin America completed a successful first running on 10 August. In addition to several presentations by Office of Training and Education instructors, the weeklong seminar included talks by three visiting professors, and [redacted] of the National Intelligence Council staff, and reports prepared by the seminar participants. On the closing day, [redacted] one of the country's leading scholars on Central America, spent all day with the group discussing the roots of the current revolutionary movements in Central America.

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SUBJECT: Weekly Report for Period Ending 17 August 1984

3. Significant activities anticipated during the coming week:

a. On Tuesday morning, 21 August, the DDA will address the Graduate Studies Program in the auditorium.

b. On Friday morning, 24 August, the DDA will address the Office of Personnel Recruiters' Conference.

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[Handwritten signature] Harry E. Fitzwater

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